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23 July 1964

MEMORANDUM FOR: Director of Personnel

SUBJECT: Physical Fitness Room [REDACTED]

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1. It is my understanding that recently there has been established at the Headquarters building an exercise or physical fitness room to permit employees of the Agency to maintain a higher degree of physical fitness than is now possible.

2. In the original planning for [REDACTED] an area was set aside on the first floor for precisely the same purposes. We felt then and continue to believe that with the shift work and often heavy overtime demands placed on our people a modestly equipped facility of the type we are discussing here would be of great benefit to a number of our personnel. Therefore, I am requesting that the Center be granted official approval to activate this area and that the Agency make available to us such funds or equipment as may be available or appropriate.

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[REDACTED]
Assistant for Administration
National Photographic Interpretation Center

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